



TIVETSHALL PARISH COUNCIL
Minutes of Tivetshall Parish Council Meeting
held at The Village Hall Tivetshall
on Thursday 9th March 2023 at 7.00 pm

These are draft minutes and will be approved at the next meeting

Present: Councillors – Rob Alleguen-Porter (Chair), Julie Brown, Steve West. Alyson Read. Carole Youngs, Sandra I’Anson

Also Present: County Cllr Barry Duffin, District Councillor Clayton Hudson

1. Apologies for absence

District Councillor Martin Wilby sent his apologies. All agreed to accept

2. Declarations of interest on items on the agenda and consideration of requests for dispensations

Cllrs Brown, Alleguen-Porter and Read declared themselves as Trustees of the Village Hall.

All agreed to accept

3. Minutes

3.1 Minutes of the Meeting Held on 9th February 2023

It was agreed by all to approve the minutes of the meeting held on 9th February 2023

Proposed Councillor Read Seconded Councillor I’Anson

3.2 Matters arising 9th February meeting (information only)

None.

4. Public Participation (including reports from District and County Councillors)

Martin Wilby sent the following report

I am pleased to see the approval of the 20 mph wig wags for Tivetshall through the NCC Parish Partnership.

South Norfolk Council has established a new grant to support town and Parish Councils across the district to organize a celebratory event during the King’s Coronation Bank Holiday weekend of 6th to 8th of May 2023. Parish councils can apply for £200 and all information is on SNCs website

At the Council meeting on Wednesday 23 February, South Norfolk Council agreed to freeze our share of the Council Tax for the coming year. The Council wanted to support residents during a time of rising inflation and to ensure we kept Council Tax bills as low as we could.

Local elections are taking place on Thursday 4th May, if you are voting in person, you must show an official form of ID. Such as a passport or driving licence

Barry Duffin gave the following report

NCC budget has been approved and has been set to tackle spending pressures and protect key services.

A Council Tax increase in line with the Government’s cap of 4.99% - 2.99% for general Council Tax and two per cent for the adult social care precept.

Have your say on the County Deal

www.Norfolk.gov.U.K./norfolkcountydeal. (All lower case)

Thousands more trees and hedgerows to be planted this winter.

As part of the 1Million Trees for Norfolk project NCC is preparing to plant more than 75000 young trees and hedges across the County in the months ahead.

A new care farm is among six new tenancies for Norfolk's County Farms

New Government funding for National parks £4.4 million will be provided to the country's ten National Park Authorities of which the Broads will receive £440,000.

Herring Bridge will be the name of the Gt Yarmouth third river crossing bridge.

Norfolk Museums have received grants in excess of four million.

Clayton Hudson gave the following report

No increase in SNDC Council Tax and I feel that SNDC were in a better position last year than this year to implement this. As for Coronation grant SNDC were not going to do anything on this but after long discussions it was felt they must so hence the £200 grant allocation for Parish Councils and £300 for Town Councils.

If parishioners are voting in the elections in person, they must have a voter ID and they can go online to register for this or take passport or driving licence to assist them

The long Stratton bypass planning application goes to cabinet to Wednesday 15th March. The clerk commented that he will be attending if possible

A question was asked on the boundary changes but no further information was forthcoming

5. Finance

5.1 To receive the balance of accounts and bank reconciliations for March 2023 attached as Appendix 1

5.2 Receipts since the last meeting – £200 Coronation Grant

5.3 To note payments made since the last meeting – None

5.4 To approve the following payments:

5.5 All payments listed below

Alan Arber	Salary – Jan	£758.05
Nick Sharp	Salary – Jan	£46.35
HMRC	Tax and NI Jan	£196.07
SNDC	Dog Bin Charge	£1194.48
Viking	Stationery and warm space	£120.58
Tiv Village hall	Warm space provision	£595.00
Tiv Village hall	Hire for meetings	£157.50
CTS	Maintenance Item	£14.27
KBS depot	Coronation bench	£702.00
Unity Trust	Bank Charges	£18.00
Lloyds Bank	Parish Credit card	£16.76
Proposed Cllr Alleguen-Porter	Seconded Cllr Youngs	

The balance on the account at 1st March 2023 was £20,068.56

The balance after payments made at this meeting is £16449.50

5.6 To agree any payments after the agenda was posted. NONE

6. Reports from the Clerk and Councillors

6.1 The Clerk sent his report to all councillors all agreed to accept Appendix 2.

6.2 To review and Update the Community Plan –

This has been reviewed and updated with actions to be done

6.3 To receive Update on this Council's request to reduce speed limits on Station Road and the area around. Tivetshall Primary School Village Hall and The Green.

No reply on this but as Cllr Wilby's comments we are due to receive the monies for the grant for the 20 mph Wig Wags signs soon as it has been approved but we have yet to receive the official correspondence on this

Dudley's Report as below

Dudley had sent his report from school road and is attached as Appendix 3

6.4. To receive details of Litter Picking on the Duke of Edinburgh Scheme

No information received yet by the clerk

6.5. To discuss the Coronation event

The clerk reported that the Parish Council had secured the £200 grant for this event and it was agreed that the following would take place at the event.

Sunday 7th TTJ and Crafters with a replay of the ceremony from the Saturday on the big screen

2 walk one 2 hour long and 1 One hour long with information provided on these walks with a royal connection to see if the church can be open on that morning and go via the church showing then screen of Elizabeth 1st and hope the church do an event too so they can raise monies for the church also. TTJ either jacket Potatoes or a ploughman's lunch this is to be decided with FOTS being spoken to regarding games for the children on the day. All funds raised going to the school.

Any more information to follow on this as details are made known on prices etc.

Bench to be ordered and Plaque to be supplied

7. Village Hall report -

There was no Village Hall report but the following was noted

Sons of mark event went very well with few other events planned such as Open gardens, Autumn Craft Fair in early October and the possibility of another music night.

Neighbourhood Plan Reports – We are awaiting the final letter from the grant providers on this and yet no information has been forthcoming on what we may have to pay back

8. Planning

a. To hear any Planning applications received and any after agenda was posted

Planning applications 2022/1838 Parish Council to Support

Planning application 2023/0295 Householder Parish Council to Support

Planning application 2023/0296 Listed Building consent Parish Council to Support

b. Planning Enforcement issues – These were noted by the council

c. To note the parish council's response to the Village Clusters Allocation Reg 19

The clerk commented that Councillor Read had submitted a detailed response to the clusters allocation which the clerk had submitted on 8th March 2023 at 10 am intime to meet the deadline.

The clerk also reported that he had helped over 30 people submit their comments on this subject

9 Highways Spreadsheet – Spreadsheet was reviewed of outstanding issues and the clerk had reported all items on the spreadsheet and the unfinished works were ongoing

a) Trimming of the Hedge adjacent to the village hall

The clerk commented that he had found a document on the laptop showing the deeds of the Village Hall that showed that the land in question was not owned by the parish council and he had informed Hastoe Housing and the Parishioner of this and Hastoe had replied they are looking into this and no further action is needed by the parish council till Hastoe Housing had completed their findings.

b), Village sign repairs

The chair commented that this had been dealt with earlier.

10. Training – The clerk commented that he had spent an hour with Councillor West on some one-to-one training today 9th March and would continue to do this

11. Woodland Trust initiative

No further comments made

12 Correspondence

The following correspondence was received and noted and had been sent to all councillors in advance of the meeting.

WebNOS annual defib report completed and submitted

Coronation grant sent in for £200

30 Clusters submissions made by parishioners helped by the clerk

Dog bin Charge received and added to payments sheet

Training done with Councillor West

Nalc Training information received

CTS invoice received

Warm space Invoice from Village Hall received

Viking Credit note for return of Plates wrongly ordered

Tiv Village Hall invoice for hire of hall for meetings

Salaries and HMRC detail input on banking system

Deep water signs purchased

NPTS training information received

Clusters Response for Parish council sent on 8th march

Martin Wilby Report received

County devolution Deal Information received and put on website

Website updated

Coronation grant of £200 noted

Parish partnership grant noted from Councillor Wilby for 20 mph zig zags but official notification still not received

Planning Applications received as detailed earlier in the meeting

Long Stratton Bypass Planning applications go to cabinet on 15th March Clerk will attend

Charging points for village expression of interest again sent in

Community hotspot letter received on monitoring and we passed this

Election packs received and distributed to all councillors

Tree works estimate received for work on trees adjacent to Village Hall

Emails exchanged with Hastoe Housing on the issued detailed above including sending of deed to

Hastoe Housing to show the boundaries and that it is not parish council land the trees are on

Norfolk records office contacted on Taking items to them to record date to be arranged asap

Tree Guard information sent to all councillors.

ICO information updated

13. To receive any urgent items for information and to consider items for the next agenda

Photo

Records Office

Pond sign

Relocation of dog bin on Rectory Road

14. Date of Next Meeting

Thursday 13th April 2023 7.00 pm, Tivetshall Village Hall

Meeting closed at 20.10 pm

Appendix 1

Summary of Financial Position

Bank Reconciliation @ 1st march 2023

Bank balance - Unity £20,068.56
 Less unrepresented cheques
 Total

Cash book £20,068.56

Payments made at the last meeting 2,560.37

Payments made since the last meeting
 Total £0.00

Receipts since the last meeting
 SNDC £ 200.00

Payments to be agreed at this meeting		Coronation Grant		
09/03/2023 Nick Sharp		Handymans salary and expenses Nov	Bacs	46.35
09/03/2023 Alan Arber		Clerks salary and expenses Nov	Bacs	758.05
09/03/2023 HMRC		Tax and NI	Bacs	196.07
09/03/2023 Viking		Warm space	Bacs	67.10
09/03/2023 Viking		Stationery	Bacs	53.48
09/03/2023 Tivetshall V H		Meeting room hire	Bacs	157.50
09/03/2023 Tivetshall V H		Warm space hall hire	bacs	595.00
09/03/2023 CTS		Maintenance items	bacs	14.27
09/03/2023 SNDC		Annual Dog bin Charge	bacs	1,194.48
16/03/2023 Amazon		Deep Water signs	Card	16.76
17/03/2023 KBS		Bench	bacs	702.00
17/03/2023 Lloyds		Credit card	bacs	16.76
31/03/2023 Unity Trust		Bank Charges	bacs	18.00
				3,835.82
				£20,268.56
				16,449.50

Represented as:

Neighbourhood Plan - Locality	45.02
Neighbourhood Plan - SNC	5,384.40
Covid Grant	149.79
CIL	238.17
General Reserves	14,541.22
VAT reclaimed	223.85
Vat to be reclaimed	2,175.15
Grants	£ 9,100.00

Tivetshall Parish Council

Clerks Report

Our biggest issue this month has been the Regulation 19 Clusters Allocation consultation. I have been helping parishioners at TTJ and warm space mornings to complete their consultation and I thank everyone for their patience as it is not a quick process which I think was done on purpose but we have got through it.

Councillor Alyson Read has done a very detailed response to the allocation and I personally thank Alyson for doing this as it's very detailed and includes a lot of knowledge based facts that I do not have.

It is now going to get very busy for me as the year end approaches and this is a quite a detailed process that we must undertake all year and the worry is as yet the External auditors have yet to release the paperwork that we have to complete and this holds the processes up significantly as we normally have them at the start of February.

Some of the many things I have done this week is contacting Hastoe Housing on the issue of some overhanging trees on a parishioner's property that need cutting back and as yet they have not come back to me on this. Also trying to get in touch with the landlords of the playing field to get a new lease in place allowing me to get new football goalposts via Sport England grant procedures and extend the lease to the parish council for the peppercorn rent. This is proving difficult and quite worrying. I will keep going on this for sure.

You will now see the pond area project is completed and it looks amazing, we cannot thank our grant providers for their assistance in providing a major source of income to allow the project to go ahead. These are Community Action Fund and McCreath Trust along with county and district councillors Barry Duffin and Clayton Hudson who helped us through the processes needed to access the funding. We must also thank our contractors Garden landscape Services of Hapton for their great work on this project. You will soon see a new sign dedicated to this and we are currently working on this.

Our handyman Nick continues to work diligently through the village on various items and is a real asset to the Parish Council.

Finally, if you see any issues that need looking at or spot anything that's not right, please email me on Parish.clerk@tivetshall.org.uk as this gets to me quicker than the website

See you all at TTJ and the warm space where anyone can come have a free drink, biscuits, use the free wi-fi, read the papers or just chat to your friends.

Handyman's Report

Nick is continuing to work around the village and has installed the noticeboard near Tinker's Lane as agreed for parishioners to see what is on in the village and the agendas too. The Fence at the village hall is in need of replacement and repair and this is another job Nick along with any volunteers will undertake soon.

For Project: Tivetshall
 Project Notes:
 Location/Name: Incoming
 Report Generated: 03/03/2023 17:02
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 02/02/2023 16:00:00 through
 85th Percentile Speed: 29.8 MPH
 85th Percentile Vehicles: 1317
 Max Speed: 50 MPH on 04/02/2023
 Total Vehicles: 1549
 AADT: 58

Volumes - weekly counts

Time	5 Day
Average Daily	62
AM Peak 09:00	7
PM Peak 04:00	7

Speed

Speed Limit:	30
85th Percentile Speed:	29.8
50th Percentile Speed:	25.3
10 MPH Pace Interval:	20.0 MPH to 30.0 MPH
Average Speed:	24.18

	Monday	Tuesday	Wednesday
Count over limit	33	47	20
% over limit	12.3	17.6	10.2
Avg Speeder	33.1	32.8	33.0

Day/Time Ending	85th pctl (MPH)	85th pctl cnts	Total Cnts
02/02/2023 05:00:00 PM	30.0	5	6
02/02/2023 06:00:00 PM	25.0	4	5
02/02/2023 07:00:00 PM	29.0	7	8
02/02/2023 08:00:00 PM	30.0	2	2
02/02/2023 09:00:00 PM	20.0	1	1
02/02/2023 10:00:00 PM	0.0	0	0
02/02/2023 11:00:00 PM	0.0	0	0
03/02/2023 12:00:00 AM	35.0	1	1
03/02/2023 01:00:00 AM	25.0	1	1
03/02/2023 02:00:00 AM	0.0	0	0
03/02/2023 03:00:00 AM	0.0	0	0
03/02/2023 04:00:00 AM	0.0	0	0
03/02/2023 05:00:00 AM	0.0	0	0
03/02/2023 06:00:00 AM	0.0	0	0
03/02/2023 07:00:00 AM	0.0	0	0
03/02/2023 08:00:00 AM	0.0	0	0
03/02/2023 09:00:00 AM	30.0	3	3
03/02/2023 10:00:00 AM	35.0	8	9
03/02/2023 11:00:00 AM	23.8	4	5
03/02/2023 12:00:00 PM	25.0	4	5
03/02/2023 01:00:00 PM	15.0	3	3